



Phoenix Business and Workforce Development Board  
Instill Hope Steering Committee Meeting JAN 22  
January 22, 2026  
9:00 am-10:00 am Mountain Standard Time

**Webex Information (TO JOIN MEETING):**

Join from the meeting link

<https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=mf618613ba2c5e71461f30d99a5521309>

Join by phone

+1-415-655-0001 US Toll

Meeting number (access code): 2335 426 3361

**Opening/Roll Call**

*(Karen Carter)*

The Phoenix and Business Workforce (PBWD) Board Instill Hope Steering Committee (IHSC) Chair, Karen Carter, will call the meeting to order. Roll call will be completed by staff to ensure a quorum is present.

**Instill Hope Steering Committee Meeting Minutes**

*(Instill Hope Steering Committee)*

The Instill Hope Steering Committee will review the December 18, 2025 Instill Hope Steering Committee meeting minutes and consider them for approval.

**RECOMMENDATION: This item is for information and approval.**

**Artificial Intelligence Training Update**

*(15 minutes James Montoya)*

ARIZONA@WORK City of Phoenix Project Manager James Montoya will share an update on the Artificial Intelligence (AI) training sessions. The training sessions were organized as a result of the last Community of Practice convening held on "AI Train-the-Trainer" last September 16, 2025 at Grand Canyon University.

**RECOMMENDATION: This item is for information and discussion only.**

**Upcoming Community of Practice Events**

*(15 minutes Instill Hope Steering Committee)*

The IHSC will discuss upcoming Community of Practice meeting and support for the Community of Practice series. The Community of Practice is an initiative to bring together training providers and services providers to learn about the high-demand industries in Phoenix and to develop solutions for meeting the workforce needs of Phoenix employers.

**RECOMMENDATION: This item is for information, discussion and possible action.**

### **Strategic Plan Tracker Review**

*(15 minutes Instill Hope Steering Committee)*

The Instill Hope Steering Committee will review the Board's Strategic Plan and Tracker. The tracker is a visual tool that connects the Board's 2023-26 Strategic Plan goals and strategies to the actions and steering committees. The tracker will assist the committee in tracking the progress towards meeting their goals outlined in the Strategic Plan.

**RECOMMENDATION: This item is for information and discussion only.**

### **Future Agenda Items**

*(Karen Carter)*

### **Call to the Public/Announcements**

*(Karen Carter)*

### **Adjournment**

*(Karen Carter)*